



BAR HILL COMMUNITY ASSOCIATION (BHCA)

Registered Charity # 1195382

AGM Minutes


Date:	11th July 2023
Time:	19:30 - 20:30
Location:	Bar Hill Sports & Social Club, The Spinney
Called By:	Andy Pellew (Chair of Trustees)
Summary:	AGM
Note Taker:	Jenni Foster-Smith (Secretary)
Documents:	N/A

Notes for Agenda Items

Ref	Notes
01	<p>Apologies for absence – Hilary Whipp (HW, Treasurer), Kate Da Costa (KDC), Barry Dean (BD), Antony Mitchell (AM).</p> <p>Present: BHCA Trustees: Bunty Waters (BW), Jo Hall (JH), Laura Chapman (LC, Vice Chair), Jenni Foster- Smith (JFS, Secretary), Andy Pellew (AP, Chair), Kate Da Costa (KDC), Barry Dean (BD), Antony Mitchell (AM).</p>
02	<p>Declaration of Interests:</p> <p>Bar Hill Parish Council: Bunty Waters, Anthony Mitchell, Jo Hall Bar Hill Residents Association: Andy Pellew, Laura Chapman, Bunty Waters, Jo Hall, Anthony Mitchell, Barry Dean</p>
10	<p>Chairs Annual Report: Circulated to the Trustees before the meeting.</p> <p>Letter for the warm hub has been submitted: Propose - AM 2nd - All</p>

11	<p>Treasurer's Report:</p> <p>Question was raised relating to the amount of money that is owed to AP, he confirmed he has been paying for the BHN printing for the last 5 months, this is now going through the charity. AP hasn't claimed it back yet, the auditor has given guidance for AP to claim it back.</p> <p>Costs £550 (max) a month to print the BHN, £510 plus £30 postage. 4 more pages costs an extra £100.</p> <p>Chat GP, AP uses it for help with the articles sometimes.</p> <p>Fete raised a good amount of money, BHCA took £175 on the day.</p> <p>Action: AP will sort out the photos he took of the stall/s.</p> <p>Might be a good idea to collect some feedback on the fete, could it be collected via Facebook?</p> <p>Metro card doesn't work at Tesco checkouts, KDC had to pay on her own card (she has been reimbursed). KDC has given the receipts to AP.</p> <p>Proposed - AP 2nd - JH</p>
12	<p>Review of constitution:</p> <p>Using the template that is provided, propose to use this for next year.</p> <p>Proposed - AM 2nd - AP</p>
13	<p>Appointment of Election:</p> <p>AP stood down as Chair, he then nominated himself again.</p> <p>Proposed - AM 2nd - LC</p> <p>Vice Chair - LC stepped down as Vice Chair, AM nominated.</p> <p>Proposed - BD 2nd - BW</p> <p>Secretary - JFS nominated.</p> <p>Proposed - AP 2nd - LC</p>

	Treasurer - HW nominated. Proposed - AP 2nd - BW
14	<p>Appointment of an independent examiner for the forthcoming Year: Martin H. Middleton will be the independent examiner for 2023/24. He has given his recommendations, one for AP to action, one for KDC to action.</p> <p>Action: To deposit the money in the Metro account - AP. AP did explain to Martin why the BHCA were withholding the money.</p> <p>Nominate Martin H. Middleton. Proposed - AP 2nd - AM.</p>
97	<p>Resolutions: There were no letters that were put in for submission. Carry out the recommendations that were suggested by the auditor by the end of this year.</p> <p>Action: Create a document that AP and HW can work from - AP</p> <p>AM will be added to the banking signature, if he can be. 3 signatures might be the limit.</p>
	Meeting closed.

<p>Dated: 27- June - 2023</p> <p>JFS</p>	<p>Dated:</p> 
Jenni Foster-Smith (Secretary)	Andy Pellew (Chair of Trustees)

